

## MINUTES

### KALAMAZOO COUNTY BOARD OF COMMISSIONERS

#### REGULAR MEETING

AUGUST 19, 2014

ITEM 1      Call to Order: The Regular Meeting of the Board of Commissioners was called to order by Vice Chairperson Buskirk, at 7:00 pm in the Board of Commissioner's Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, on August 19, 2014.

ITEM 2      Invocation: Pastor Ramon Quintero on behalf of Commissioner Julie Rogers.

ITEM 3      Pledge of Allegiance: Commissioner Rogers led the Pledge of Allegiance.

ITEM 4      Roll Call: Commissioners Carolyn Alford, Dave Buskirk, Jeff Heppler, Brandt Iden, Julie Rogers, Michael Seals, Phil Stinchcomb, John Taylor, Roger Tuinier and John Zull.

Members Absent: Commissioner David Maturen.

Administrators Present: Peter Battani, Administrator; John Faul, Deputy County Administrator; Tracie Moored, Finance Director; Mary Balkema, Treasurer; Lynne Norman, HCS Deputy Director; Lucinda Stinson, HCS Deputy Director; Thom Canny, Corporate Counsel; Timothy A. Snow, County Clerk; Dina Sutton, Office Manager.

ITEM 5      Approval of Minutes:

Commissioner Seals moved and it was duly seconded that the Minutes of the August 6, Board meeting be approved as distributed.

There being no discussion, the motion carried by a voice vote.

ITEM 6      Communications:

Commissioner Rogers presented the following communication which is on file in the Administrative Services Office unless otherwise noted:

- a) A Resolution from Huron County in support of the Interior and Environment Appropriations Bill concerning the PILT program.

ITEM 7      Citizens' Time

Vice Chairperson Buskirk stated that Citizens' Time was when any citizen could address the Board on a non-agenda item. He said anyone wishing to address the Board on a non-agenda item should come to the podium, give their name and address, and limit their remarks to four minutes. He said if anyone would like to speak about an item that was on the consent agenda, they could ask that it be removed from the consent agenda at this time or he would provide an opportunity just prior to that section of the agenda.

Ms. Heidi Wollaeger, MSU Extension, Greenhouse & Nursery Educator, provided the Board with an update of MSU Extensions greenhouse and nursery activities.

ITEM 8 For Consideration

**CONSENT AGENDA**

Circuit Court

A. Request for Approval to Submit Court Performance Innovation Fund (CPIF) Grant

That the appropriate County officials be authorized and directed to submit CPIF Grant to produce courthouse videos/tutorials to assist the public so that prior to visiting the courthouse they are aware of what to expect in the amount of \$2,685 for the period of October 1, 2014 through September 30, 2015; a copy of said Grant to be attached to the official Minutes of this meeting.

B. Request for Approval to Submit a Grant Application to the Michigan State Court Administrative Office for the Juvenile Drug Treatment Court Program

That the appropriate County officials be authorized and directed to submit a Grant Application to the Michigan State Court Administrative Office to cover treatment expenses and other operating expenses for the Juvenile Drug Treatment Court Program in the amount of \$59,375 for the period of October 1, 2014 through September 30, 2015; a copy of said Grant to be attached to the official Minutes of this meeting.

C. Request for Approval of Elimination/Creation of Positions (Grant Funded)

That the Board of Commissioners approve the elimination/creation of the following positions:

CREATE:

Position#	Job Title	Grade	Salary Range	FTE	Account #
10558	Juvenile Probation Officer II	J12	42,494.40-55,244.80	1.0	292-669-704.00

ELIMINATE:

Position#	Job Title	Grade	Salary Range	FTE	Account #
10573-007	Fam Intervent/ Mediator II	J12	42,494.40-55,244.80	1.0	292-669-704.00

D. Request for Approval to Submit Grant Application to the Herbert H. and Grace A. Dow Foundation for the Youthful Offender Transitions Program (YOTP)

That the appropriate County officials be authorized and directed to submit Grant Application to the

Herbert H. and Grace A. Dow Foundation for continued operational expenses for the YOTP in the amount of \$25,000 for the period ending December 31, 2015; a copy of said Grant to be attached to the official Minutes of this meeting.

E. Request for Approval to Submit a Grant Application to the Irving S. Gilmore Foundation for the Youthful Offender Transitions Program (YOTP)

That the appropriate County officials be authorized and directed to submit a Grant Application to the Irving S. Gilmore Foundation for continued operational expenses for the YOTP in the amount of \$25,000 for the period ending December 31, 2015; a copy of said Grant to be attached to the official Minutes of this meeting.

Finance

F. Request for Approval of Addendum #4 to the Legal Aid Lease Agreement

That the appropriate County officials be authorized and directed to execute Addendum #4 to the Legal Aid Lease Agreement for office space in the amount of \$2,580.76/month through December 31, 2017; a copy of said Addendum #4 to be attached to the official Minutes of this meeting.

Friend of the Court

G. Request for Approval to Submit Court Performance Innovation Fund (CPIF) Grant

That the appropriate County officials be authorized and directed to submit CPIF Grant to create Behavioral Economics Applied to Child Support project in the amount of \$10,000 for the period of October 1, 2014 through September 30, 2016; a copy of said Grant to be attached to the official Minutes of this meeting.

Health & Community Services

H. Request for Approval of Amendment #3 to the Agreement with Kalamazoo County Health Plan Corporation (KCHP)

That the appropriate County officials be authorized and directed to execute Amendment #3 to the Agreement with KCHP for the provision of select health services for indigent and low-income individuals in the amount of \$528,329.50 through December 31, 2014; a copy of said Amendment #3 to be attached to the official Minutes of this meeting.

I. Request for Approval of Breast and Cervical Cancer Control Program (BCCCP)

Agreements with Lakeland Hospitals at Niles and St. Joseph, Inc.

That the appropriate County officials be authorized and directed to execute Agreements with Lakeland Hospitals at Niles and St. Joseph, Inc. for BCCCP services effective August 1, 2014 with automatic annual renewals; a copy of said Agreements to be attached to the official Minutes of this meeting.

J. Request for Approval of Breast and Cervical Cancer Control Program (BCCCP) Updated & Renewed Agreement and Business Associate Agreement

That the appropriate County officials be authorized and directed to execute updated and renewed Agreement and Business Associate Agreement with Berrien County Health Department for BCCCP services effective July 1, 2014 with automatic annual renewals; a copy of said Agreements to be attached to the official Minutes of this meeting.

K. Request for Approval of Amendment #7 to LCA 13-39015 Low Income Home Energy Assistance Program (LIHEAP) Crisis Assistance (LCA) Deliverable Fuel Award from the Michigan Department of Human Services (MDHS)

That the appropriate County officials be authorized and directed to execute Amendment #7 to LCA 13-39015 LIHEAP LCA for the continued provision of deliverable fuel assistance and services to low income and at risk families in the amount of \$155,550 extending the agreement through August 31, 2015; a copy of said Amendment #7 to be attached to the official Minutes of this meeting.

L. Request for Approval of Business Associate Agreement with the HDReAM Center of Western Michigan University (WMU)

That the appropriate County officials be authorized and directed to execute Business Associate Agreement with the HDReAM Center of WMU to analyze and map target areas and needs in the community effective August 1, 2014; a copy of said Agreement to be attached to the official Minutes of this meeting.

M. Request for Approval of Salary Exception for Children's Special Health Care Services Nurse Supervisor Position

That the Board of Commissioners approve a salary exception for Children's Special Health Care Services Nurse Supervisor Position at the K09E Step (\$53,352).

Human Resources

N. Request for Approval of Amendment to Personnel Policy 5.16

This Item was removed from the Consent Agenda.

O. Request for Approval of Letter of Understanding – AFSCME Local No. 1677.03

That the appropriate County officials be authorized and directed to execute Letter of Understanding – AFSCME Local No. 1677.03 to amend language concerning program requirements for Youth Specialists to be moved to Tier II; a copy of said Letter of Understanding to be attached to the official Minutes of this meeting.

Sheriff

P. Request for Approval of 2014 Emergency Management Performance Grant (EMPG) with the State of Michigan

This Item was removed from the Consent Agenda.

Q. Request for Approval of an Agreement with BDO USA, LLP

That the appropriate County officials be authorized and directed to execute an Agreement with BDO USA, LLP to assist in preparing the reconciliation process for the New Financial Administrator for the Sheriff's Office at the rate of \$55/hour, estimating it will take approximately 40 hours; a copy of said Agreement to be attached to the official Minutes of this meeting.

Board of Commissioners

R. Request for Approval of Transfers and Disbursements

That the Board of Commissioners approve the Transfers and Disbursements as defined and set forth in the document entitled, "Recommended Transfers and Disbursements, dated August 19,

2014”, noting claims in the total amount of \$2,092,201.08, be approved; that the County Clerk be authorized to certify to the County Treasurer that the Board has approved on this date the disbursements in the list dated August 19, 2014, and the Director of Finance be authorized to make budgetary transfers, as listed.

Commissioner Rogers moved and it was duly seconded that Items A. through R., with the exception of Items N. and P., be voted on at one time by a roll call vote and be considered as a consent agenda by the Board.

The roll call vote was as follows:

Ayes:	All members present
Nays:	None
Abstains:	None
Absent:	None

The motion carried.

**NON-CONSENT AGENDA ITEMS**

**The following Items are Non-Consent Agenda Items and will be voted on individually.**

N. Request for Approval of Amendment to Personnel Policy 5.16

Commissioner Seals moved and it was duly seconded that the Board of Commissioners approve Amendment to Personnel Policy 5.16 as included in the Packet.

Commissioner Rogers asked to have this item removed from the consent agenda as the recommendations were slightly different from what was discussed previously and had concerns with the proposed amendments.

Ms. Moored indicated that the County had many retirees that retired at different years of service and these changes kept the integrity of the benefit plan.

Commissioner Rogers stated she felt the policy needed to be looked at further.

There being no further discussion, the motion carried by a voice vote.

P. Request for Approval of 2014 Emergency Management Performance Grant (EMPG) with the State of Michigan

Commissioner Stinchcomb moved and it was duly seconded that the appropriate County officials be authorized and directed to execute 2014 EMPG with the State of Michigan in the amount of \$31,661 for the period of October 1, 2013 through September 30, 2014; a copy of said Grant Agreement to be attached to the official Minutes of this meeting.

Commissioner Rogers stated she would support this request; however, she did want a report from the Sheriff’s Office/Emergency Management Office.

Commissioner Taylor stated Emergency Management was funded by Federal dollars and the Board over the years had received reports and it was truly out of the hands of the County Board.

Commissioner Heppler stated he had served on the Disaster Committee for many years and a lot of the equipment purchased was a benefit to the community, particularly the smaller local units of government.

Commissioner Seals concurred with comments made by Commissioner Heppler. He stated the Emergency Management Director had a lot of responsibilities and did a lot of community work and not just with local units of government.

Commissioner Rogers stated the Business Continuity Plan had not been updated since 2009 and felt it needed to be updated.

Mr. Battani stated he understood the frustration of Commissioner Rogers because she had been requesting this for some time. He stated the Business Continuity Plan was done in 2009 due to the Federal funds that allowed the County to hire staff to do so. He stated there was a difference between Homeland Security and the Office of Emergency Management and the Office of Emergency Management had stood up when it was necessary.

Vice Chairman Buskirk stated the Office of Emergency Management had been very active and proactive in preparedness.

There being no further discussion, the motion carried by a voice vote.

#### ITEM 9 Old Business

There was no old business.

#### ITEM 10 New Business

##### S. Request for Approval of Settlement Agreement

Commissioner Taylor moved and it was duly seconded that the Board of Commissioners approve and accept the Settlement Agreement negotiated in Kalamazoo County v. Hotels.com, et al. Kalamazoo County case number 2012-0450-CZ.

There being no discussion, the motion carried by a voice vote.

#### ITEM 11 County Administrator's Report

County Administrator Mr. Peter Battani stated that Corporate Counsel Canny had contacted Oshtemo Township concerning the TIF Policy and Mr. Canny stated he did receive an email but did not have an opportunity to review the letter before the meeting. Mr. Battani stated the search for a Director for the Health and Community Services Department was ongoing as the first choice candidate declined the offer.

ITEM 12     Chairperson's Report

There was no Chairperson's Report.

ITEM 13     Vice Chairperson's Report

Vice Chairman Buskirk stated the uptake in ridership was up at the Airport.

ITEM 14     Members' Time

Commissioner Rogers thanked everyone who attended Oshtemo Days. She stated Charlie Eaton was doing well in rehab. She stated the Workforce Development Board received unemployment numbers and they were down at 6.5%. She stated she was keeping her eye on the PATH Program. She invited everyone to attend her next quarterly coffee event.

Commissioner Seals stated the Aeronautics Board voted to demolish the old terminal tower. He thanked Frank Warren for veteran's participation at the County Fair.

Commissioner Stinchcomb stated a vote by Kalamazoo Area Transportation Study (KATS) would be held in September. He thanked the staff for their work on the proposed employee health care plan changes.

Commissioner Taylor thanked Scott McGraw for attending each of the meetings.

Commissioner Heppler acknowledged Stan Runyon who was in the audience and was running for Commissioner.

Commissioner Iden stated he too attended the Oshtemo Days event.

ITEM 15     Adjournment

There being no further business to come before the Board, Vice Chairperson Buskirk adjourned the meeting at 7:36 p.m.

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Timothy A. Snow  
Clerk/Register of Deeds

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David C. Maturen, Chairperson  
Kalamazoo County Board of  
Commissioners